



COMMONWEALTH of VIRGINIA

Department of the Treasury

JODY M. WAGNER
TREASURER OF VIRGINIA

February 15, 2005

P. O. BOX 1879
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(804) 225-2142
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ADDENDUM NO. 1 TO ALL BIDDERS:

Invitation for Bids: CMI 05-004
Title: Banking Services for Disbursements of General Warrants, Social Service Payments, and State Income Tax Refunds
Dated: February 1, 2005
For Delivery To: Commonwealth of Virginia, Department of the Treasury
Proposals Due: Friday, February 25, 2005 @ 3:00 p.m.

Please note the following changes to the above-mentioned RFP. Any notation of an email address within the RFP for Tina Mizelle should be listed as tina.mizelle@trs.virginia.gov.

1. Section III, A. 2.

CHANGE:

- c. Maintain outstanding checks for 24 months from the date of issue. (Example: Checks dated July 1, 2003 through June 30, 2004 will be purged as of the June 30 recon in July.)

ADD:

- d. Retain the stop payments on the system for 24 months from the date the stop payment was placed. (Example: If a stop is placed on February 10, 2005 for an issue date of July 1, 2003, the stop would remain on the system until February 10, 2007.)

2. Section III, A. 4. c.

CHANGE:

Delete the reference to Gary Eaton at Yojna. Our new contact is Karen Mays. Her telephone number is (817) 514-7511.

3. Section III, B.

ADD:

10. The Contractor shall have the ability to delete an entire EDI file from the Department of Accounts prior to release to ACH.

11. The Contractor should have the ability to delete a single payment from an EDI file from the Department of Accounts prior to release to ACH.

4. Section III, C. 2.

CHANGE:

2. In **SECTION XI PRICING SCHEDULE**, present your prices for the plan you have presented for the payroll card. Assume that one-third of current checks are converted to a payroll/access card. **However, do not include a total figure on the Pricing Schedule. Include only your rationale for pricing this service based on the assumptions given (i.e., per unit, per month, one-time, etc.)**

Note: A signed acknowledgment of this addendum must be received by this office either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Sincerely,

Tina M. Mizelle

Tina M. Mizelle, VCO
Procurement Officer
(804) 786-4741

Name of Firm

Signature/Title

Date